SAMPLE PREPARATION PROCEDURE FOR SPECTROCHEMICAL DETERMINATION OF TOTAL RECOVERABLE ELEMENTS

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Facility Name:_____VELAP ID_____

Assessor Name:_____Analyst Name:_____Inspection Date_____

Relevant Aspect of Standards	Method Reference	Y	N	N/A	Comments
Records Examined: Date of Analysis:_____ Date(s) of Sample Preparation:_____ Analyst:_____					
For critical determinations of Boron and Silica, were only Quartz and/or PTFE plastic labware used?	4.3				
Was reagent water used ASTM Type I?	7.2				
Were samples preserved with (1+1) nitric acid to a pH<2?	8.1				
Were sample pHs measured to be <2 again 16 hours after receipt and immediately prior to analysis? ONLY ENFORCED FOR DRINKING WATER per CFR.	8.1, 40 CFR 141.23 k.1				
When samples had pHs greater than 2 after 16 hours, where they re-acidified to a pH<2 and held for 16 more hours?	8.1				
Were aqueous sample holding times no longer than 6 months?	8.1				
Total Recoverable Analytes in Aqueous Samples					
Were 2 mL (1+1) nitric acid and 1.0 mL (1+1) hydrochloric acid volumes added to 100 mL of well-mixed sample?	11.1.1-2				
Were samples from above digested at no higher than 85^{o}C to a volume of 20 mL?	11.1.3				
Were 20 mL digesting samples from above covered with a watch glass for 30 minutes continued digestion?	11.1.4				
Were above 20 mL samples cooled and brought to 50 mL with reagent water?	11.1.5				
Were above samples settled overnight and/or filtered to prevent nebulizer clogging?	11.1.6				
Notes/Comments:					

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Relevant Aspect of Standards	Method Reference	Y	N	N/A	Comments
Total Recoverable Analytes in Solid Samples					
Were 20 g to 100g samples aliquots measured, recorded and dried to a constant weight at 60°C?	11.2.1				
Were the dried weights of samples recorded?	11.2.1				
Were dried samples ground and sieved and representative aliquots weighed to 1.0 ±0.01g	11.2.2				
Did representative dried aliquots have 4 mL (1+1) nitric acid and 10 mL (1+4) hydrochloric acid added to them?	11.2.3				
Were acidified representative dried aliquots diluted with 50 mL of reagent water refluxed at no higher than 85°C for 30 minutes?	11.2.3				
Were refluxed samples diluted to 100 mL with reagent water and cooled?	11.2.5-5				
Were diluted refluxed samples settled, centrifuged, and/or filtered to prevent nebulizer clogging?	11.2.6				
Were calculations done correctly?	12.0				

Notes/Comments: